

FINAL**FINAL****2025-2026 Budget Calendar**

Due Date	Task	Responsibility
11/18/24	BOE Meeting: Budget Calendar presented for Board approval	Thomas Finnerty
12/16/24	BOE Meeting	Board of Education
12/17/24	Submit BOCES initial request for services	Thomas Finnerty
12/18/24	Budget request forms, instructions and materials issued to administrators, supervisors and department leaders.	Thomas Finnerty
01/13/25	BOE Meeting	Board of Education
01/17/25	Budget forms due from administrators, supervisors and department leaders	Thomas Finnerty
01/31/25	Receive Governor's budget proposal (approximate date)	Thomas Finnerty & Chris DiFulvio
02/03/25	(IF NEEDED) Budget Work Session	ALL
02/10/25	BOE Meeting: Board of Education adopts annual vote resolution.	Board of Education
03/01/25	Certification of Tax Levy Limit	Thomas Finnerty & Chris DiFulvio
03/10/25	(IF NEEDED) Budget Work Session	ALL
03/17/25	BOE Meeting	Board of Education
04/04/25	Legal notice of school budget hearing and budget vote published (must advertise four times within seven weeks of the vote with the first notice 45 days prior to the vote).	Board Clerk
04/09/25	Submit final BOCES Service Request forms.	Thomas Finnerty
04/21/25	Deadline for submission of nominations by BOE candidates. (30 days prior to vote)	Board Clerk
04/21/25	thru 5/13/25: Send absentee ballot apps and absentee ballots	Board Clerk
04/21/25	BOE Meeting - Board Adopts Budget & Property Tax Report Card	Board of Education
04/21/25	Vote on BOCES Administrative Budget; call special mtg if needed	Board of Education
04/22/25	Submit Property Tax Report Card and Administrative Salary Disclosure to SED (within 24 hours of Budget Adoption)	Thomas Finnerty
05/06/25	Budget Statement and required attachments made available, upon request. (14 days prior to vote/7 days prior to budget hearing)	Thomas Finnerty
05/12/25	Board Meeting and Budget Hearing	Thomas Finnerty & Chris DiFulvio
05/13/25	Budget Notice mailed to all eligible voters of the district.	Thomas Finnerty
05/20/25	Budget Vote and Board of Education Election	Board of Education